

# MINSTER PARISH COUNCIL



The Parish Office  
4a Monkton Road  
Minster-in-Thanet  
Ramsgate  
Kent CT12 4EA

Tel: 01843 821339  
Fax: 01843 825869  
Email: [clerk@minsterparishcouncil.org.uk](mailto:clerk@minsterparishcouncil.org.uk)

Clerk to the Council: Ms. Kyla Lamb - MAAT

30<sup>th</sup> August 2018

## MINSTER PARISH COUNCIL

4<sup>th</sup> SEPTEMBER 2018

Sir or Madam,

You are hereby summoned to attend a meeting of the Council of Minster which will be held at the Library and Neighbourhood Centre, 4A Monkton Road, Minster on Tuesday 4<sup>th</sup> September 2018 at 7 p.m. for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable with respect to the matters mentioned in the agenda.

Clerk to the Council

**NOTE: Residents and members of the public are cordially invited to attend the meeting of the Council.**

## AGENDA

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence, if any.

2. **MINUTES**

To approve the minutes of the meeting held on 3<sup>rd</sup> July 2018

3. **MEMBERS' INTERESTS**

To register any new interests, or deregistration, by Members.

4. **COMMUNITY WARDEN AND POLICING REPORTS**

To report on any other matters as appropriate.

5. **COUNTY COUNCILLOR & DISTRICT COUNCILLOR'S REPORT**

To receive reports from County and District Councillors as appropriate.

6. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman to report as appropriate.

7. **REPORT OF THE CLERK**

The Clerk to report upon any matters that may have arisen since the dispatch of the agenda.

8. **DOCUMENTS AVAILABLE FOR INSPECTION**

Documents will be placed around at the meeting, as appropriate.

9. **SECTION 106 AGREEMENT**

The Clerk will update members with any information since the July 2018 meeting.

10. **PARISH OFFICE, ARCHIVES RENT REVIEW**

The Clerk to provide an update.

11. **AGENCY PAYMENT RENEWAL AND TAKING OVER THE HIGH STREET AND MONKTON ROAD CAR PARKS AND PUBLIC TOILET**

The Clerk to provide an update.

12. **DEVELOPMENT PROPOSALS FOR LAND WEST OF TOTHILL STREET**

The Chairman will give any updates since the July meeting.

13. **VISITORS A4 WALKING MAP OF MINSTER**

Cllr Vaughan will update members on the progress of updating an existing map.

14. **PLANNING COMMITTEE**

To receive the Minutes of the meeting held on 26<sup>th</sup> July 2018

15. **BATTLES OVER – A NATIONS TRIBUTE WW1 100 YEARS**

Members will know that the 11<sup>th</sup> November 2018 marks the day 100 years ago when the guns fell silent at the end of the First World War. Cllr Quittenden wishes to discuss and agree with members how Minster will pay tribute to this.

16. **VATTENFALL THANET EXTENSION OFFSHORE WIND FARM**

The Chairman has been invited to visit the offshore windfarm and will update Members accordingly.

17. **RIGHTS OF WAY IMPROVEMENT PLAN CONSULTATION QUESTIONNAIRE**

Members are asked to comment on a KCC public consultation on the objectives set out for the Public Rights of Way Improvement Plan for the next 10 years.

The Clerk has completed the questionnaire and circulated a copy with the agenda for comment.

**18. VILLAGE GREEN APPLICATION AND LAND TRANSFER FROM SUNLEY ESTATES**

The Chairman will update members on correspondence received regarding the application to register land at Hillminster as a village green and also correspondence from Sunley Estates.

**19. SKATEPARK GRAFFITI EVENT**

The Chairman will update Members on the graffiti event at the skatepark arranged for Saturday 22<sup>nd</sup> September 2018 11am to 4pm. The event has been funded by KCC Councillors Emma Dawson and Liz Hurst.

**20. TDC DRAFT TENANCY STRATEGY**

Thanet District Councils current Tenancy Strategy 2013-17 is due for renewal. They are running a six week consultation from Wednesday 15<sup>th</sup> August to Wednesday 26<sup>th</sup> September 2018, to view the document go to :- <https://www.thanet.gov.uk/info-pages/consultations/> Members views are sought.

**21. TARMAC RESURFACING AT MINSTER CEMETERY**

Members are asked to consider a quotation from Tread-Well Surfacing Ltd to retarmac the majority of the road at the cemetery. The quotation is for £24,460. Members views are sought.

**22. ANTI-SOCIAL BEHAVIOUR AT MINSTER CEMETERY**

Members are asked to consider options as to how to deter anti-social behavior at the cemetery.

**23. THANET DRAFT LOCAL PLAN**

There will be a further opportunity for the public to comment on the Draft Plan, before it is submitted to the Planning Inspectorate for examination. This consultation runs from Thursday 23<sup>rd</sup> August until Thursday 4<sup>th</sup> October 2018. Members views are sought on a response.

**24. PLAY AREA BROKEN ITEM**

The Groundsman has reported that another child's springer item of play equipment has broken. The Clerk has requested a quotation to repair or replace the item which she hopes to have available for the meeting. Members views are sought.

**25. COMMITTEE REPRESENTATIVE REPORTS**

To receive reports, if appropriate, from representatives of the following bodies:

TALC	Councillors Day & Quittenden
Minster School	Councillor Mrs Gimes
Village Hall	Councillor Bailey
Twinning Assn.	Councillor Quittenden

KIACC	Councillor Day
Flood Committee	Councillor Day
Minster Church	Councillor Goodman

**26. REPORT OF THE RFO**

(a) Bank balance statement

(b) Statement of Receipts and Payments for July and August 2018 **(To be tabled at the meeting.)**

**27. QUESTIONS FROM THE PUBLIC**

Up to 15 minutes will be allowed for members of the public to ask questions or comment on parish matters.

**Mrs. Kyla Lamb**

**Clerk to the Council**

**30<sup>th</sup> August 2018**

## **MINSTER PARISH COUNCIL**

**Minutes of the Meeting of the Council held at the Library & Neighbourhood Centre,**

**4a Monkton Road, Minster**

**on Tuesday 3<sup>rd</sup> July 2018 at 7.00 pm**

Present: Councillors: Mrs. Gimes (Chairman), Day, Quittenden, Dr. Jones, Owen, Mrs. Taylor, Ms. Vaughan, Cllr. Bailey, Cllr. Bubb  
Also present: Cllr Pugh (TDC), Kyla Lamb (Clerk to the Council), Clare Wilsdon (Assistant Clerk to the Council).

### **65. APOLOGIES FOR ABSENCE**

Cllr Goodman, Cllr Grove, Cllr Dawson (KCC), Cllr. Crow-Brown (TDC), PCSO Adrian Butterworth, Community Warden Aaron Kluibenschadl

### **66. MINUTES**

**RESOLVED: That the Minutes of the Meeting held on 5<sup>th</sup> June 2018 be approved and signed by the Chairman.**

### **67. MEMBERS' INTERESTS**

Cllr. Bailey declared an interest in payments voucher 110524.

### **68. COMMUNITY WARDEN AND POLICING REPORTS**

Community Warden Aaron Kluibenschadl was not present but provided a report, read out by the Chairman;

- A299 Hengist Way Traveller incursion, they have now vacated leaving assorted rubbish and damage to fencing. This has been reported to Kent Highways.
- Gypsies at Cottington Road have vacated but have left the area clear.
- Scrambler bikes have been reported on Marsh Farm Road and across marsh tracks but it has been impossible to identify them
- Fly-tipping in Watchester Lane and Brockman's Close has been reported via Country Eye app.
- Anti-social behaviour by youths reported at the Cemetery.
- Shoplifting reported from the Co-op with threatening behaviour. Shoplifter was arrested.

PCSO Adrian Butterworth was not present but provided a report, read out by the Chairman:

- Forty eight calls to Minster in the last month including criminal damage to walls in Tothill Street. Enquiries are on-going. Other calls related to the Travelling community, missing persons, domestic related etc.
- Anti-social behaviour by youths reported at the Cemetery. The situation has improved slightly by locating a bin there.
- Attendance at the skate park sign unveiling, and also noted that the signs are still up and the bin is being used.

- Next surgery is at the Library on Thursday 5th July at 2pm.

An update was requested on the previous information given at the Parish Council Meeting in June in relation to two noisy vehicles driving through the village (a red and a silver car).

#### **69. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORT**

Cllr. Pugh was present and reported as follows;

- That he is assisting residents in St Mary's Road with clarifying areas of outside space for each flat.
- Further assistance with missed rubbish collections.
- Reported that at the cabinet meeting last night, option 2 for the draft Local Plan was voted for to be put before Council for approval. This option provides for a further 100 houses in Minster at the land to the west of Tothill Street giving a provision in the Draft Local Plan of 250 at this site.

The Chairman was disappointed to hear this when Minster Parish Council have worked with Savills to reduce the number of dwellings on the site.

#### **70. CHAIRMANS REPORT**

The Chairman reported that she had attended a GDPR seminar and was reassured that the Parish Council do not have too much work to do to be compliant. The office computers have been encrypted by Cllr Owen but it will be necessary for Councillors own computers also to be encrypted.

The Chairman also reported that she and Cllr Day had attended a Big Conversation Rural Transport consultation event at Margate Football Club and had also attended a seminar for Councillors on the same subject with Cllr Quittenden today. Stagecoach and Arriva provide the bus services in Kent of which 3% is funded by KCC. Some of the routes are not financially viable. 3 proposals are in the consultation booklets and the Chairman urged members and the public to respond.

The Chairman also reminded Members that the Minster Show will be held on 21<sup>st</sup> July 2018.

#### **71. REPORT OF THE CLERK**

The Clerk had no matters to report.

#### **72. DOCUMENTS AVAILABLE FOR INSPECTION**

- a. Amended masterplan designs from Savills for the proposed Tothill Street development.
- b. Consultation documents for proposed addition yellow lines in the Parish.
- c. Big Conversation Rural Transport consultation forms.

#### **73. SECTION 106 AGREEMENT**

The Clerk reported that the fencing to the lay-by on the field to the west of Laundry Road will be completed this week which will finalise the Laundry Road project.

The consultation on the proposed yellow lines has commenced, plans of all proposed are on the display board in the meeting room and are available to view on the parish council website. KCC have received one objection to the lines on the corner of Thorne Road so far.

**74. PARISH OFFICE, ARCHIVES RENT REVIEW**

No updated information at this time.

**75. AGENCY PAYMENT RENEWAL AND TAKING OVER THE HIGH STREET AND MONKTON ROAD CAR PARKS AND PUBLIC TOILET**

No updated information at this time.

**76. DEVELOPMENT PROPOSALS FOR LAND WEST OF TOTHILL STREET**

The Chairman reported that the planning application for this development was expected to be submitted to Thanet District Council in July 2018.

**77. VISTORS A4 WALKING MAP OF MINSTER**

Cllr Vaughan suggested that an A4 map for visitors would be useful showing points of interest. Cllr Goodman has already designed and had printed a similar leaflet. Members felt this could be reviewed and updated.

**RESOLVED: that the Minster Information leaflet be reviewed and updated. Cllrs Vaughan, Day and Owen to update the leaflet and bring it back to a later Council meeting for consideration.**

**78. PLANNING COMMITTEE**

The Minutes of the Planning Committee meeting held on 20<sup>th</sup> June 2018 were received.

**79. MINSTER GREEN BOOKS**

Members were asked to consider approving a reprint of the green 'Minster Remembered' Book at the June meeting. Cllr Taylor has obtained a quotation of £241.77 plus VAT from Thanet District Council printing department for 300 copies. Cllr Owen has offered to prepare the artwork

**RESOLVED: That the quotation of £241.77 be accepted and Cllr Owen will prepare the artwork to give to Cllr Taylor.**

**80. PLAY AREA BROKEN ITEM**

The Clerk reported that a child's springer has broken in the play area. To repair the item HAGS the suppliers of the play equipment have quoted £715.

**RESOLVED: that the quotation be accepted and the springer be repaired.**

**81. PARISH COUNCIL VAN**

Cllr Quittenden reported that following being authorised to source a new van at the June meeting a van had been purchased for £12,995. It will also require a tow bar and signwriting which is being sourced by the Clerk. The old van needs to be disposed of. It is only suitable for scrap or spares. An offer of £100 has been made for it for spares.

The Chairman asked for her thanks be recorded to Cllr Quittenden for his efforts to source the new van.

**RESOLVED: That the old Peugeot van be sold for spares for £100 plus VAT.**

## **82. COMMITTEE REPRESENTATIVE REPORTS**

Members received reports from representatives of the following bodies:

TALC	Nothing to report.
Minster School	Nothing to report.
Village Hall	Cllr Bailey reported that the Village Hall Committee had agreed to have a display cabinet in the entrance hall to display gifts from Armabouts-Cappel.
Twinning Assn.	Cllr Quittenden reported the next Twinning Association events are Bingo at the Old Schools on 14 <sup>th</sup> July 2018 and a Quiz night at the RBL on the 8 <sup>th</sup> September 2018.
KIACC	Nothing to report.
Flood Committee	Cllr Day was concerned that after such a dry period if we experience heavy rain it may cause flooding as the ground is so hard. The drains from the bottom of Grinsell Hill to Way Hill still haven't been cleared. The Clerk was asked to enquire what is happening regarding the blocked drain from Foxborough Lane to Bedlam Court Lane that is on the Abbey's land.
Minster Church	Nothing to report as Cllr Goodman was not present.

## **83. REPORT OF THE RFO**

**RESOLVED:**

- a) **That the bank balance be received and noted**
- b) **The statement of Receipts & Payments for the month of June 2018 be approved.**

## **84. QUESTIONS FROM THE PUBLIC**

Mr Sharp asked who is responsible for maintaining public rights of way, in particular the footpath to the north of the scouts hut in Watchester Lane. He reported that there were fallen trees along there making it difficult to pass even on foot.

Cllr Day replied that it is the public rights of way department at Kent Highways to ensure they are kept clear however they are not responsible for maintaining all PROW usually it is the landowners responsibility. Cllr Quittenden further responded that the volunteer paths group in Minster usually maintain this particular footpath. He agreed to investigate the issue and resolve it.



The Clerk reported that they had found a map showing landowners in the Parish which needed updating then a list of landowners responsible for their respective footpaths could be drawn up. Cllr Bailey agreed to update the map with the Clerk.

Mr Watler voiced his concerns about London boroughs purchasing large numbers of houses to move tenants down from London. The Chairman replied that if they purchase the houses privately Thanet District Council have no control over this.

Mrs Quittenden felt that there is a need for affordable housing locally.

Mr Gimes voiced his concerns that Thanet District Council had chosen option 2 of the draft local plan. This allows 2 years for a DCO at Manston airport to be achieved. If this fails, in the absence of a DCO the site will be a windfall site of 3700 houses in addition to the extra sites provided for in the draft local plan.

**Chairman of the Council**

**4<sup>th</sup> September 2018**

**Time concluded: 8.17 p.m.**